

Security Information

22 October 1953

MEMORANDUMTO: EE/ []
VIA: EE/PI

FROM: EE/PI []

SUBJECT: [] - Promotion of

1. It is requested that [] be granted at least a one-step increase within his present grade of GS-11 as a reward for superior accomplishment as authorized by CIA Regulation [] dated 21 April 1953.

2. Subject has been in grade since September 1952 and has acted as Deputy Chief of the EE/PI [] Branch during the entire period as well as for many months prior to that date. His performance in this capacity has definitely been of superior calibre. While assigned duties as a Deputy Branch Chief, he has on numerous occasions and for extended periods acted as Branch Chief during absences of the latter. Furthermore, he has been responsible for the continued smooth functioning of the [] Branch during a period when the Branch has seen the Chief replaced on four separate occasions. In most of these instances the incoming Chief did not have the opportunity of familiarizing himself with the operations and procedures of the Branch and [] was able to supply guidance and assistance of immeasurable value.

3. Subject's duties have encompassed almost every phase of activity encountered within an FI Foreign Division Branch. He has developed and established policy, plans and procedures; reviewed and analyzed operations; provided operational guidance to foreign missions; interviewed and recruited staff and operational personnel; provided general branch administration and conducted liaison with and briefings of senior Agency personnel.

4. It is my sincere and honest opinion that Subject has definitely merited more than a one-step increase. A request for promotion of at least one grade is not being submitted at this time primarily because of the fact that Subject has as yet had no field intelligence experience. It must be pointed out that this has in no way been due to any desire or decision of Subject but rather because he could not be released from his present duties due to a lack of a replacement.

/s/
EE/PI/s/
[]
Chief, EE/PI []

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/s/
EE/PERS

*Probably excellent performance
but no evidence of superior
accomplishment*

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